

# Memorandum



**TO:** Distribution List  
**FROM:** Bryan Tippie, Budget Director  
**DATE:** April 17, 2006  
**Re:** Minutes of the April 6, 2006 Finance Committee Meeting

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Committee Members present: Mr. Ray Graham and Mr. Bill Downey

The Finance Committee met on April 6, 2006, at 4:00 p.m. in the Warren Green Building, 2nd Floor Conference Room at 10 Hotel Street. This document reflects the official minutes of that meeting.

**County Treasurer's Report:** The Treasurer's Report was provided for the Finance Committee's consideration.

**County Attorney's Report:** The County Attorney's Report was provided for the Finance Committee's consideration.

## **Consent Agenda**

### **Supplemental Appropriations:**

The following supplemental appropriations were considered for forwarding to the Board of Supervisors for their action unless otherwise noted.

### **FY 2006**

1. **Sheriff's Office - \$22,861**
  - a. \$1,160 from Federal Local Law Enforcement Block Grant funds was approved for appropriation to the Sheriff's Office for radar equipment.
  - b. \$18,101 from Federal Department of Motor Vehicle Grant funds was approved for appropriation to the Sheriff's Office for overtime and supplies.
  - c. \$3,600 from Insurance Reimbursement for a wrecked vehicle was approved for appropriation to the Sheriff's Office to support the cost of replacement.
2. **Fire & Emergency Services (F&ES) - \$6,500**

\$6,500 from a State Local Emergency Management Program Grant, 2<sup>nd</sup> installment, was approved for appropriation to F&ES for operational needs.
3. **Library - \$7,415**

\$7,415 from Federal E-Rate reimbursement funds was approved for appropriation to the Library for technology hardware.

**4. Parks & Recreation (P&R) - \$8,986**

\$8,986 from insurance reimbursement for a damaged vehicle was approved for appropriation to P&R equipment line.

**5. Social Services – \$375,195**

\$85,826 in State funds and \$289,369 in Federal funds for General Relief, Adoption Subsidy, Adoption Incentive and Day Care Children programs was approved for appropriation for related expenses.

**6. Budget Office - \$5,550,000**

- a. \$5,450,000 from Real Estate revenue was approved for appropriation to cash fund the following: \$238,022 to meet the \$11.9 million new high school goal, \$3,050,000 for land for future schools, \$500,000 for financial reporting /automation upgrades, \$661,978 for Sports Complexes infrastructure, \$250,000 for New Baltimore Library planning and design, \$300,000 for Joint Communications Back-Up Power Upgrade and \$450,000 for John Barton Payne Accessibility Project. These funds are the projected unbudgeted impact of the reassessment in FY 2006.
- b. \$100,000 from the General Fund, Non-departmental Fuel Reserve was approved for appropriation to Fleet Maintenance for increased fuel costs.

**Transfers:**

**1. Social Services - \$10,075**

\$10,075 from Social Services was approved as a local match transfer to the above State and Federal revenue recommended for appropriation to General Relief and Day Care Children Programs.

**2. Budget Office - \$42,812**

- a. \$3,021 from the Capital Construction Reserve was approved for transfer to other capital projects to close out funding of the projects.
- b. \$39,791 from the Utility Fund was approved for transfer to the Opal Water Testing line.

**3. Finance - \$252,278**

\$252,278 from all the General Fund department's telecommunications lines was approved for transfer to the Information Technology's telecommunications line for centralization management.

**Regular Agenda**

**Supplemental Appropriations:**

**FY 2006**

**1. School Division - \$43,000**

\$43,000 from the General Fund was approved for appropriation to the School Division operating budget for reimbursement for School Resource Officers per agreement of the Superintendent of Schools and the County Administrator.

**2. Warrenton-Fauquier Joint Communications Center (WFJCC) - \$50,000**

\$50,000 from WFJCC Fund Balance was approved for appropriation to the Capital Fund for the WFJCC Back-Up Power Upgrade project.

**3. Budget Office - \$125,000**

\$125,000 from the General Fund, Fund Balance was approved for appropriation to the Capital Fund for the Lord Fairfax Community College (LFCC) construction program.

**Transfers:**

**1. School Division - \$1,355,032**

- a. \$1,316,810 in the Capital Fund was approved for transfer within the Fund to projects the School Board had adopted in its FY 2006 Budget.
- b. \$38,222 in the Capital Fund was approved for transfer between roof and HVAC projects.

**2. Parks & Recreation - \$5,000 Not Approved**

The Phoenix Rising Therapeutic Equestrian Program requested a \$5,000 donation from Fauquier County. The funding would be used to support horse riding therapy for adults and children. This request was not recommended for approval.

**Comments**

**1. Finance: Vivian McGettigan, Finance Director**

- a. Health Insurance – Health insurance costs for March increased 7.6% over same period in the prior year. Average monthly expenditure for FY 2006 is \$1,026,632.
- b. Opt Out of Tenancy in Common for School Board Property – A Resolution has been prepared regarding Financial reporting for School Division assets. The School Capital assets are the School Division's, not the County's. Therefore, the School assets will be reported as School assets. This method of reporting is to specify this in accordance with the national guidance reporting provided by the Governmental Accounting Standards Board (GASB). There is no financial impact with this change.

**2. Budget: Bryan Tippie, Budget Director**

- a. Revenue Report – There were some changes from the March Revenue Committee report. Currently revenue is projected to be approximately \$1.0 million above the FY 2006 revised revenue projections.
- b. Fauquier's Promise – Fauquier's Promise requested that the donation Fauquier County gave to their organization to have a Teen Fest, be now used to produce a Fauquier Youth Guide. Staff will meet with this organization to

determine the specifics of this detail request and will present them at the May Finance Committee Meeting.

**3. Sheriff's Office: Colonel Dave Flohr**

Mobile Data Terminals (MDTs) – The Sheriff's Office has initiated action to purchase MDT's for patrol cars. Initial funding will be from the \$150,000 currently in the CIP for that purpose and a number of grants. The cost impact to the County for the MDT's will be approximately \$40,000 in connectivity expenses and other related charges for FY 2007. These expenses were not included in the FY 2007 Sheriff's Office budget. The Sheriff's Office will expend this cost from their budget, but may need to return to the Finance Committee for additional funds. The approximate cost in FY 2008 will be \$120,000, which will be budgeted for FY 2008. These funds will be used for software maintenance and other additional equipment and supplies to maintain operations of the system.

**4. Parks & Recreation: Larry Miller, Director**

Lake Brittle – Mr. Miller relayed that if the County leases Lake Brittle and classified it as a County Park, the hours of operation could be negotiated. One option presented for Lake Brittle is to install a larger modular unit at the park. The cost to the County would be the installation of sewer lines and a holding tank, which would need to be pumped also at the County's expense. Staff will return to the Finance Committee with a complete package for Lake Brittle.

**5. County Administration: Paul McCulla, County Administrator**

Community Development – The Board of Supervisors directed Community Development to process business development in a quicker, more timely manner. An option to make this possible is to create a Development Assistance Review Team (DART). This team will work proactively with businesses to move them through the process as quickly as possible. The DART Team option would require four (4) new positions, which would work only with businesses: Assistant County Engineer, Senior Planner, Planner, Senior Administrative Associate. The total cost for these positions is \$251,277 of which increased fees would provide for one half of the cost.

**The next Finance Committee Meeting will be  
May 4, 2006 at 4:00 p.m.**